



Agenda Item Form

Agenda Date: **MARCH 23, 2004**

Districts Affected: All

Dept. Head/Contact Information: Byron Johnson- 541-4308

Type of Agenda Item:

- | | | |
|----------------------------------------------------------------------|---------------------------------------------------|----------------------------------------------------|
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Staffing Table Changes | <input type="checkbox"/> Board Appointments |
| <input type="checkbox"/> Tax Installment Agreements | <input type="checkbox"/> Tax Refunds | <input type="checkbox"/> Donations |
| <input checked="" type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer | <input type="checkbox"/> Item Placed by Citizen |
| <input type="checkbox"/> Application for Facility Use | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application |
| <input type="checkbox"/> Other _____ | | |

Funding Source:

- ☐ General Fund
- ☐ Grant (duration of funds: _____ Months)
- ☐ Other Source: Fleet Services Internal Service Fund

Legal:

- ☐ Legal Review Required Attorney Assigned (please scroll down): None ☐ Approved ☐ Denied

Timeline Priority: ☐ High ☒ Medium ☐ Low # of days: _____

Why is this item necessary:

The city has various Ford Models in service and parts and services are necessary to keep the fleet of Ford's in good running condition.

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

Year long purchases are required to keep the vehicles running.

Statutory or Citizen Concerns:

N/A

Departmental Concerns:

Parts and Services must be readily available to repair City's fleet of Ford Models.

*
DATE: March 5, 2004
TO: Municipal Clerk
FROM: Byron E. Johnson, C.P.M.
Director of Purchasing x 4313
THRU: Isabel F. Portillo
Bid Clerk ext. 4038

Please place the following item on the **CONSENT** agenda for the Council Meeting of **MARCH 23, 2004.**

Item should read as follows:

Bid No.:	2004-098	Proprietary Parts & Service – Ford Motor Company
Award to:	Expressway Ford	
	El Paso, Texas	
Item (s):	Group A: Items 1 and 1A	
	Group B: All Items	
Amount:	\$150,000.00 (estimated annually)	
Department:	Fleet Services	
Funds available:	37370510-503121	
Funding source:	Fleet Services Internal Service Fund	
Total award:	\$450,000.00	
District (s):	All	

The Fleet Service and Purchasing Departments recommend award as indicated to the lowest responsive offer meeting specifications, from responsible parties.

Vendor with lowest bid (Casa Ford) was rejected because no signature was provided on the bid, which is necessary to bind the offeror to the offer submitted.

Vendor offers the City the option to extend the term of the contract at the same unit prices for two (2) additional years if the option is exercised within two (2) years from the date of the award.

This is a Requirements Type Contract with an initial term of Thirty-Six (36) months.

Contact person: Jesus M. Juarez, Procurement Analyst at 541-4317.

AGENDA FOR: MARCH 23, 2004

44 2 11 07 1000 1000
CITY CLERK'S OFFICE

PROJECT FORM

DATE: March 4, 2004

PROJECT: Proprietary Parts & Service-Ford Motor Company

BID NO: 2004-098

DEPARTMENT: Fleet Services

BUDGET NO: 37370510-503121

FUNDING SOURCE: Fleet Services Internal Service Fund

REPRESENTATIVE DISTRICT (S): All

RECOMMENDATION: 1) VENDOR : Expressway Ford
E! Paso, Texas
ITEM(s): Group A Item #1 & 1a, Group B (All)
AMOUNT: \$150,000.00 (estimated annually)

The Fleet Service and Purchasing Departments recommend award as indicated to the lowest responsive offer meeting specifications, from responsible parties.

Vendor with lowest bid (Casa Ford) was rejected because no signature was provided on the bid, which is necessary to bind the offeror to the offer submitted.

Vendor offers the City the option to extend the term of the contract at the same unit prices for two (2) additional years if the option is exercised within two (2) years from the date of the award.

This is a Requirements Type Contract with an initial term of Thirty Six (36) months.

BIDS SOLICITED- 07 (05 local)
BIDS RECEIVED- 03
"NO BID" RECEIVED 05


CURRENT TAXED PAID- _____
OUT-OF-TOWN- xx

TOTAL RECOMMENDED AWARD: \$450,000.00

COUNCIL APPROVED _____ REJECTED _____ CITY CLERK _____

APPROVED:

COUNCIL MEETING DATE: March 23, 2004


Byron E. Johnson, C.P.M.
Director of Purchasing

CITY OF EL PASO BID TABULATION

BID TITLE: PROPRIETARY PARTS & SERVICE - FORD MOTOR COMPANY

BID # 2004-098

BID DATE: FEBRUARY 25, 2004

DEPARTMENT: FLEET SERVICES

	CASA FORD EL PASO, TX	EXPRESSWAY FORD EL PASO, TX	MHC KENWORTH/ STERLING/FORD EL PASO, TX	
PRICE ADJUSTMENT FACTOR				
ITEM DESCRIPTION	NET <u>OR</u> % DISCOUNT <u>OR</u> % MARKUP	NET <u>OR</u> % DISCOUNT <u>OR</u> % MARKUP	NET <u>OR</u> % DISCOUNT <u>OR</u> % MARKUP	NET <u>OR</u> % DISCOUNT <u>OR</u> % MARKUP
A. PRICE LISTING PRICING:				
<u>ITEM DESCRIPTION</u>	NET <input type="checkbox"/> - _____ % DISCOUNT <input type="checkbox"/> + 8.5% MARKUP <input checked="" type="checkbox"/>	NET <input type="checkbox"/> - _____ % DISCOUNT <input type="checkbox"/> + 08.9% MARKUP <input checked="" type="checkbox"/>	NET <input type="checkbox"/> - _____ % DISCOUNT <input type="checkbox"/> + 20% MARKUP <input checked="" type="checkbox"/>	NET <input type="checkbox"/> - _____ % DISCOUNT <input type="checkbox"/> + _____ % MARKUP <input type="checkbox"/>
ITEM 1. FORD PROPRIETARY PARTS LIGHT DUTY VEHICLES				
Discount/Mark-up proposed from the FORD MOTOR COMPANY Price List [OR Catalog] [Manufacturer or Brand Name]				
LIST NUMBER: _____ DATED: _____ as supplemented, for any quantity as needed.	FPS 3642 01/04	FORD E.P.C. FEB. 1, 2004	2-24-04	
FROM PRICE LIST FOR MARKETING LEVEL:				
WHOLESALE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DISTRIBUTOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JOBBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DEALER	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
RETAILER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
[OTHER] _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		COST		

APPROVED BY:

Jesus M. Juarez

DATE: 3/1/04

2004-098 PROPRIETARY PARTS SERVICES - FORD MOTOR COMPANY - FLEET SERVICES DEPARTMENT

CITY OF EL PASO BID TABULATION

BID TITLE: PROPRIETARY PARTS & SERVICE - FORD MOTOR COMPANY

BID # 2004-098

BID DATE: FEBRUARY 25, 2004

DEPARTMENT: FLEET SERVICES

	CASA FORD EL PASO, TX	EXPRESSWAY FORD EL PASO, TX	MHC KENWORTH/ STERLING/FORD EL PASO, TX	
PRICE ADJUSTMENT FACTOR				
ITEM DESCRIPTION	NET OR % DISCOUNT OR % MARKUP	NET OR % DISCOUNT OR % MARKUP	NET OR % DISCOUNT OR % MARKUP	NET OR % DISCOUNT OR % MARKUP
<div style="text-align: center;">ITEM DESCRIPTION</div> <p>ITEM 1A. FORD PROPRIETARY PARTS MEDIUM & HEAVY DUTY TRUCKS</p>	<div style="text-align: center;">NET</div> <div style="text-align: center;">- _____ % DISCOUNT</div> <div style="text-align: center;">+ 8.5% MARKUP</div> <div style="text-align: center;"><input type="checkbox"/></div> <div style="text-align: center;"><input checked="" type="checkbox"/></div>	<div style="text-align: center;">NET</div> <div style="text-align: center;">- _____ % DISCOUNT</div> <div style="text-align: center;">+ 08.9% MARKUP</div> <div style="text-align: center;"><input type="checkbox"/></div> <div style="text-align: center;"><input checked="" type="checkbox"/></div>	<div style="text-align: center;">NET</div> <div style="text-align: center;">- _____ % DISCOUNT</div> <div style="text-align: center;">+ 20% MARKUP</div> <div style="text-align: center;"><input type="checkbox"/></div> <div style="text-align: center;"><input checked="" type="checkbox"/></div>	<div style="text-align: center;">NET</div> <div style="text-align: center;">- _____ % DISCOUNT</div> <div style="text-align: center;">+ _____ % MARKUP</div> <div style="text-align: center;"><input type="checkbox"/></div> <div style="text-align: center;"><input type="checkbox"/></div>
Discount/Mark-up proposed from the FORD MOTOR COMPANY Price List [OR Catalog] [Manufacturer or Brand Name]				
LIST NUMBER: _____ DATED: _____ as supplemented, for any quantity as needed.	FPS 3642 01/01/04	FORD E.P.C. FEB. 1, 2004	2-24-04	
FROM PRICE LIST FOR MARKETING LEVEL: WHOLESALE DISTRIBUTOR JOBBER DEALER RETAILER [OTHER]	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
COST				
ITEM	MANUFACTURER'S PRICE LIST IDENTIFICATION:			
1.	MANUFACTURER:	FORD MOTOR COMPANY	FORD MOTOR COMPANY	
	PRICE LIST FORM NUMBER	FPS 3642	E.P.C. ON CD	
	AND/OR DATE	01/01/04	FEB. 1, 2004	2-24-04
1A.	MANUFACTURER:	FORD MOTOR COMPANY	FORD MOTOR COMPANY	
	PRICE LIST FORM NUMBER		E.P.C. ON CD	
	AND/OR DATE		FEB. 1, 2004	2-24-04
B. SERVICE LABOR RATES:				
SHOP BILLING RATE:		\$59.00	\$70.00 PER FLAT RATE HOUR	\$64.50

APPROVED BY:

Jesus M. Juarez

DATE: 3/1/04

2004-098 PROPRIETARY PARTS SERVICES - FORD MOTOR COMPANY - FLEET SERVICES DEPARTMENT

CITY OF EL PASO BID TABULATION

BID TITLE: PROPRIETARY PARTS & SERVICE - FORD MOTOR COMPANY BID DATE: FEBRUARY 25, 2004			BID # 2004-098 DEPARTMENT: FLEET SERVICES		
	CASA FORD EL PASO, TX	EXPRESSWAY FORD EL PASO, TX	MHC KENWORTH/ STERLING/FORD EL PASO, TX		
THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS.					
BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:					
ONE ADDITIONAL YEAR AT THE SAME UNIT PRICES, IF THE OPTION IS EXERCISED WITHIN:					
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TWO ADDITIONAL YEARS AT THE SAME UNIT PRICES, IF THE OPTION IS EXERCISED WITHIN:					
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A. ONE YEAR FROM DATE OF AWARD OF THE CONTRACT.					
	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
B. TWO YEARS FROM DATE OF AWARD OF THE CONTRACT.					
	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
C. NO OPTION OFFERED.					
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PAYMENT TERMS:					
	% - 30 DAYS	0% - 30 DAYS			
BIDDER'S PROMISED DELIVERY:					
SAME DAY _____ OR OVERNIGHT _____					
AFTER RECEIPT OF FIRM ORDER.					
	SAME DAY <input type="checkbox"/> OVERNIGHT <input type="checkbox"/>	SAME DAY <input checked="" type="checkbox"/> OVERNIGHT <input type="checkbox"/>	SAME DAY <input type="checkbox"/> OVERNIGHT <input type="checkbox"/>	SAME DAY <input type="checkbox"/> OVERNIGHT <input type="checkbox"/>	SAME DAY <input type="checkbox"/> OVERNIGHT <input type="checkbox"/>
IF THE BIDDER DOES NOT SPECIFY AN EARLIER DELIVERY, THE CITY'S REQUIRED DELIVERY SHALL PREVAIL.					
A DELIVERY DATE LATER THAN THE CITY'S REQUIRED DELIVERY MAY CAUSE FOR THE REJECTION OF THE BID.					
BIDS SOLICITED: 7		BIDS RECEIVED: 3		BIDS LOCAL: 5	
				NO BID: 5	

APPROVED BY:

DATE: 3/1/04

2004-098 PROPRIETARY PARTS SERVICES - FORD MOTOR COMPANY - FLEET SERVICES DEPARTMENT

Memo

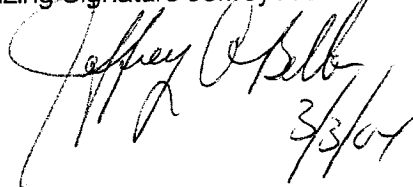
TO: Purchasing


DATE: MARCH 3, 2004

BID #2004-098 Proprietary Parts & Service-Ford Motor Co.Please provide the following information with your recommendation:

<u>POSTED Requisition Number:</u>	2004005827
Recommended bidder(s):	Expressway Ford
Recommended Item(s):	All
<u>Department ID:</u>	37370510
<u>Account No:</u>	503121
If applicable, Project Code:	NA
<u>Funding Source:</u>	45202
If applicable, Fiscal Year:	FY04-07
<u>Estimated annual expenditure:</u>	\$150,000
District(s):	All

Authorizing Signature Jeffrey A Belles Date 03/03/2004




FROM: Jeff Belles

DEPARTMENT: Fleet Services

BID # 2004-098

BID TITLE- Proprietary Parts & Service-Ford

BID ITEM(S) # : All

DESCRIPTION Proprietary Parts & Service-Ford

VENDOR SELECTED: Expressway Ford BID AMOUNT: \$150,000

JUSTIFICATION FOR RECOMMENDATIONS:

Lowest responsive bidder meeting specifications

CASA FORD, INC.
5815 MOTANA
EL PASO, TX. 79925

~~MESA FORD~~ EXPRESSWAY FORD
~~4301 NORTH MESA~~ 5550 N. DESERT BLVD
EL PASO, TX. ~~79902~~
79912

SHAMALEY FORD ISUZU
~~11301 GATEWAY WEST~~ 11301 GATEWAY WEST
EL PASO, TX. 79936

SOUTHWEST TRUCK SALES
10901 GATEWAY WEST
EL PASO, TX. 79935

BORMAN AUTOPLEX FORD-LINCOLN, MERCURY
470 W. BOUTZ ST.
LAS CRUCES, NM 88001

BID INFORMATION SERVICE
(ALL BIDS ARE ADVERTISED)

BID NET PROCESSING CENTER
PO BOX 5600
ALBANY, NY 12205

GREATER EL PASO CHAMBER OF COMMERCE
ONE CIVIC CENTER PLAZA
EL PASO, TX. 79901

EL PASO HISPANIC CHAMBER OF COMMERCE
2829 MONTANA AVE, B-100
EL PASO, TX 79903

EL PASO TIMES NEWSPAPER
CLASSIFIED / LEGAL SECTION
PO BOX 20
EL PASO, TX 79999

CONTRACT OPPORTUNITY CENTER
4791 N. MESA
EL PASO, TX 79902

SAM'S CLUB
7970 NORTH MESA
EL PASO ,TX 79932

SUBCONTRACTORS ASSOCIATION
PO BOX 3612
EL PASO, TX 79923

COMMEERCE BUSINESS WEEKLY
2626 NORTHEAST # 103
EL PASO, TX 79902

BLACK CHAMBER OF COMMERCE
ONE CIVIC CENTER PLAZA
EL PASO, TX 79901